

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT  
BOARD MEETING  
MINUTES NO. 11-1

A regular meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on January 10, 2011, in the District Office at 155 Mason Circle, Concord, California.

TRUSTEES PRESENT      Richard Ainsley  
                                 Soheila Bana  
                                 Russ Belleci  
                                 Jeff Bennett  
                                 Chris Cowen  
                                 Jim Fitzsimmons  
                                 Kristin Haegeland  
                                 Richard Head  
                                 Peggie Howell  
                                 Richard Mank  
                                 Angela Micheals  
                                 Daniel Pellegrini  
                                 Myrto Petreas  
                                 Jim Pinckney  
                                 Sharyn Rossi  
                                 Jose Saavedra  
                                 Diane Wolcott

TRUSTEES ABSENT      Nancy Brownfield  
                                 Richard Means

OTHERS PRESENT      Craig Downs, General Manager  
                                 Ray Waletzko, Administrative & Finance Manager  
                                 Steve Schutz, Scientific Program Manager  
                                 Allison Lewis, Administrative Secretary  
                                 Mark Cornelius, Legal Counsel  
                                 John Chase, VCI  
                                 Jason Descans, VCT

1.      President Fitzsimmons called the meeting to order at 7:00 p.m.
2.      A roll call indicated that 17 Trustees were present, two were absent, and there were three vacancies.
3.      The meeting opened with the Pledge of Allegiance.
4.      APPROVAL OF THE AGENDA AS POSTED
- \*\*      Motion was made by Trustee Pellegrini and seconded by Trustee Saavedra to approve the agenda as posted. *Motion passed unanimously.*
5.      PUBLIC INPUT ON NON AGENDA ITEMS - None

6. CONSENT CALENDAR

- A. MINUTES - APPROVAL OF MINUTES 10-6, REGULAR BOARD MEETING HELD ON NOVEMBER 8, 2010.
- B. EXPENDITURES - APPROVAL OF EXPENDITURES OF NOVEMBER 1, 2010 THROUGH DECEMBER 31, 2010, INCLUDING CHECKS NO. 18612 THROUGH NO. 18768, IN THE AMOUNT OF \$510,632.56
- C. PAYROLL - APPROVAL OF PAYROLL EXPENDITURES OF NOVEMBER 1, 2010 THROUGH DECEMBER 31, 2010, INCLUDING CHECKS NO. 62605 THROUGH NO. 62744 IN THE AMOUNT OF \$291,673.22
- D. INVESTMENT ACTIVITY REPORT FOR OCTOBER 2010 & NOVEMBER 2010
- E. FINANCIAL REPORT

\*\* Motion was made by Trustee Pellegrini and seconded by Trustee Head to approve the consent calendar. *Motion passed unanimously.*

7. ACTION ITEMS

- A. Mosquito and Vector Control Association (Appendix I) - General Manager Downs discussed participation in the NPDES Permit Coalition Monitoring Program. By participating in this coalition MVCAC will; implement, manage, and administer the statewide coalition monitoring and reporting program under the General Permit. Along with the cost benefits of joining the NPDES coalition, the responsibility for water monitoring compliance rests with the coalition instead of each individual district. It is pertinent to comply with the State Water Resource Control Board (SWRCB) with this initial monitoring plan so they can collect the data needed regarding water quality issues related to pesticide use. The MVCAC NPDES coalition will continue to work with the SWRCB on finalizing the permit.

\*\* Motion was made by Trustee Saavedra and seconded by Trustee Cowen to Participate in the MVCAC NPDES Permit Coalition Monitoring Program. *Motion passed unanimously.*

- B. Research Grant - Mosquito Research Foundation (Appendix II) - General Manager Downs discussed a \$10,000 research grant to the Mosquito Research Foundation. The grant would fund the specific project; Risk of Introduction and establishment of emerging arboviruses in California [Grant 2010-3] conducted by Dr. Reisen, Center for Vectorborne Diseases, University of California, Davis. This study will expand surveillance testing to detect endemic and/or new viruses. Currently testing is only for West Nile, St Louis encephalitis and Western Equine encephalitis viruses. A discussion ensued regarding any profit the Luminex Corp. would receive by their Xtag technology being used to screen mosquito pools in this study.

\*\* Motion was made by Trustee Pellegrini and seconded by Trustee Bana to Approve a Grant to the Mosquito Research Foundation. *Motion passed.*

- C. MVCAC Trustee Advisory Committee - Trustee Belleci requested ratification of his appointment as Secretary of the MVCAC Trustee Advisory Committee. It was determined that the Board of Trustees would like to read the Advisory Committee Bylaws before making a decision and ratification will be discussed again at the March Board of Trustees Meeting.

8. INFORMATIONAL REPORTS

- A. Biology and Identification of Bay Area Mosquitoes - Steve Schutz, Scientific Program Manager, reviewed the biology and basic identification of local mosquito species. Specifically focusing on the 23 species in Contra Costa county and their habitats, hosts, diseases and the time of year they are active. The PowerPoint presentation allowed an in depth look at the developmental stages of mosquitoes and anatomy of adult mosquitoes.
- B. Mosquito Research Foundation - The Mosquito Research Foundation (MRF) is a non-profit foundation founded by the Mosquito and Vector Control Association of California (MVCAC). The MRF has been redesigned with a vision to aid agencies in funding research and most importantly to direct some of that research. The foundation will solicit donations for research projects from service and supply vendors used by member agencies.
- C. Reports of Conferences/Meetings Attended (Appendix III) - Trustee Howell and Trustee Haegeland attended the California Special Districts Association (CSDA) How to be an Effective Board Member workshop in Sacramento and encouraged all new board members to sign up for this informative training. A summary on the Mosquito and Vector Control Association of California, Fall Quarterly Meeting, was submitted by Trustee Belleci. It was noted that the title of the summary was incorrect and on both pages should have read; Mosquito and Vector Control Association of California, Fall Quarterly Meeting.

9. 2011 CALENDAR

A. Election of Officers (Appendix IV)

President, Angela Micheals  
Vice President, Soheila Bana  
Secretary, Dick Mank

- \*\* Motion was made by Trustee Pellegrini and seconded by Trustee Saavedra, to approve the election of the officers. *Motion passed unanimously.*

B. 2011 Meeting Schedule (Appendix V) - Board and committee schedule was reviewed.

- \*\* Motion was made by Trustee Fitzsimmons and seconded by Trustee Head, to approve the meeting schedule. *Motion passed unanimously.*

10. COMMITTEE ASSIGNMENTS

A. Committee Charges (Appendix VI) - The committee charges were reviewed.

\*\* Motion was made by Trustee Pellegrini and seconded by Trustee Head to approve the committee charges. *Motion passed unanimously.*

B. Committee sign-up - Sign-up sheet was circulated to all trustees.

11. CLOSED SESSION - 8:40 p.m.

A. CONFERENCE WITH LEGAL COUNSEL - SIGNIFICANT EXPOSURE TO LITIGATION

\_\_\_\_\_ Subdivision (b) of Government Code Section 54956.9

(Government Code Claim of Farmers Insurance)

RETURN TO OPEN SESSION - 8:48 p.m.

REPORT FROM CLOSED SESSION

\*\* The Board of Trustees voted unanimously to deny the claim of Farmers Insurance for \$5,964.68 stemming from the Domingo vehicle accident.

12. BOARD AND STAFF ANNOUNCEMENTS

A. Board - Trustee Pinckney acknowledged President Fitzsimmon's work & professionalism as President of the Board of Trustees this past year.

\_\_\_\_\_ Staff - None

13. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:50 p.m.

I certify the above minutes were approved as read or corrected at a meeting of the Board held on March 14, 2011.

Ayes: \_\_\_\_\_  
Noes: \_\_\_\_\_  
Abstain: \_\_\_\_\_  
Absent: \_\_\_\_\_

\_\_\_\_\_  
H. Richard Mank  
Secretary, Board of Trustees